

**BOARD OF SELECTMEN  
TOWN OF EAST WINDSOR  
11 RYE STREET  
EAST WINDSOR, CONNECTICUT 06088**

**MINUTES OF REGULAR MEETING**

**Tuesday, March 20, 2012 at 7:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Denise Menard, Alan Baker, Dale Nelson, Richard P. Pippin, and James C. Richards  
Members Absent: None  
Others: Kathleen Pippin, Cathy Simonelli, Kim Lord, Jack Mannette, Warren Wenz, Scott Morgan, and a few others  
Press: C. Garfman (Journal Inquirer)

**I. Call to Order**

First Selectwoman Denise Menard called the Regular Meeting to Order at 7:07 p.m., in the East Windsor Town Hall.

**II. Attendance**

Denise Menard, First Selectwoman  
Alan Baker, Deputy First Selectman  
Dale Nelson, Selectwoman  
Richard P. Pippin, Jr., Selectman  
James C. Richards, Selectman

**III. Added Agenda Item**

None.

**IV. Approval of Minutes**

Ms. Menard indicated on the agenda is the approval of minutes, but due to the number of meetings, the minutes have been received, but not in a timely fashion for all members to review. They will be approved at the next Regular Meeting.

**V. Public Participation**

Mr. Jack Mannette of Old Ellington Road, Broad Brook, addressed the Board. He indicated that during a February 7, 2012 Regular Board of Selectmen Meeting, the Board came out of Executive Session and voted unanimously to increase the Director of

Public Works/Town Engineer salary to \$94,600 effective next pay period. This action was done even though several members of the Board of Selectmen are aware of the following:

- The Charter Section 4-8 Compensation says that the members of the Board of Selectmen, its employees and appointed personnel shall receive such compensation as may be determined by the budget submitted to and adopted as a result of the approved Annual Town Budget.
- The budget, as submitted and approved had the following statement included in the 2011-2012 salary analysis backup sheet provided to the Board of Finance. "There are no budgeted increases for non-union personnel".
- The detail budget by department reflects that the Director of Public Works/Town Engineer salary was approved at \$84,689. This increase salary represents an annual increase of \$9,911 (\$826 per month) or an 11.7% increase.

This action by the Board of Selectmen reflects a disregard for the Town Charter, a disregard for following the approved budget, poor fiscal judgment with regard to employment compensation in economic hard times, and poor management by setting an annual increase of 11.7% when the Town is in union negotiations with Public Works, Police and Supervisors Unions and will shortly in negotiations with the Clerical Union. He would recommend that the Board of Selectmen reconsider their action in regard to this matter.

Ms. Menard thanked Mr. Mannette for his comments. Mr. Mannette gave a copy of the sheet of paper he was reading from to all Board Members.

Ms. Kathleen Pippin of Woolam Road addressed the Board. She indicated she attended every Board of Selectmen Budget Workshop Meeting and was very helpful listening to the budget requests and discussions of same. She thanked the Board for letting her attend.

Ms. Menard noted for the record that discussions of setting salaries is always done after the budget has been approved and remains on this agenda under Unfinished Business.

## **VI. Communications**

None.

## **VII. Selectman's Reports**

### **a. Denise Menard, First Selectwoman**

Ms. Menard indicated that Board Member, James Richards had inquired about the FEMA reimbursement and if the effected departments get reimbursed for same. Ms. Menard indicated that all of the paperwork has been received. All of the vendors which performed services for the town have been paid and the costs for the storm total \$122,695, which is a constant figure. The costs and paperwork relating to those costs have been given to the FEMA representative and he will review the costs and see what qualifies. It is a long process.

Ms. Menard indicated that Board Member, Dale Nelson requested an update on the fuel usage for each department. She gave to all Board Members a packet of sheets entitled "Diesel Amounts Used For Fiscal Year 2011-2012", "Unleaded Gasoline Amounts for Calendar Year 2012", "Unleaded Gasoline Amounts for Calendar Year 2011" and "Heating Oil Amounts For Fiscal Year 2011-2012". She explained the spreadsheets to the Board.

She gave an update to the Board regarding the generator at the Town Hall. She indicated she has been in contact the Mr. Rand Stanley regarding the progress and the propane company is the last piece to get the generator going in order to test same.

### **b. Alan Baker, Deputy First Selectman**

Mr. Baker indicated he attended the Planning and Zoning Hearing regarding the construction of apartments which would be modeled after the Mansions on Canyon Ridge. There was public participation which was positive. There were interesting facts discussed, for instance, out of 169 towns, East Windsor ranks 112 of towns which the median income would not allow someone to build their own home. Apartments, such as, similar to the Mansions on Canyon Ridge would benefit greatly in this Town. The hearing was continued.

The American Heritage River Commission is continuing cleaning trails. The dates for the next clean-ups are March 24, March 31, April 13, and April 28. Money has been received to do water testing. The funds were donated by the Rotary Club.

### **c. Dale Nelson, Selectwoman**

Ms. Nelson indicated she attended the Fire Departments' recent meetings and the thermal imagine cameras were discussed. She remarked the cameras were really fascinating. She was unable to attend the Police Commission Meeting due to a conflict with a budget workshop meeting.

She mentioned the Lion's Club Breakfast which she recently attended. It was very successful. It was so successful; they actually ran out of food. She also commented about the Rotary Club has chosen their Citizen of the Year, which is a couple; Mr. Bill Grove and Mrs. Marie Grove. The ceremony and dinner will be held at the Nutmeg Restaurant on April 19.

**d. Richard P. Pippin, Selectman**

Mr. Pippin indicated he has attended many budget meetings in the past few weeks. He recently attended an Inland/Wetland's Meeting wherein the Commission will be reviewing their regulations. The Springdale Cemetery was discussed. It was noted that some of that property where the erosion is occurring could be State owned property. A discussion of having a survey done was held. The sewer extension was discussed and passed.

**e. James C. Richards, Selectman**

Mr. Richards gave to all Board Members a copy of his report. He indicated Board of Education Meeting was cancelled due to the budget presentation to the Board of Finance was held that evening.

He mentioned the Economic Development Commission. The EDC attended the NCCC event on March 8, 2012 with First Selectwoman Denise Menard was in attendance.

The Historical Preservation Commission meeting was March 8, 2012. There was a discussion regarding the District 12 Schoolhouse. Paperwork from the State on the Economic Benefits of Historic Preservation was looked at. There was also a discussion regarding Springdale Cemetery and Self Drive Tour of East Windsor.

Mr. Richards indicated the Housing Authority Meeting of March 19, 2012 was cancelled. The Parks and Recreation Meeting of March 12, 2012 was held. Discussions regarding the dog park improvements and the EW Little League were held.

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XI. New Business a. Discussion of Delinquent Real Estate Taxes to include Kim Lord, Tax Collector to be discussed before VIII. Board and Commission Resignations and Appointments.

## **XI. New Business**

### **a. Discussion of Delinquent Real Estate Taxes to Include Kim Lord, Tax Collector**

Ms. Menard introduced Ms. Kim Lord, Tax Collector to the Board. Ms. Menard that Ms. Lord began the position of Tax Collector about three weeks ago. Since then she has had some ideas of collecting delinquent taxes. The information regarding those suggestions has been give to the Board Members in their packets for their review. Ms. Lord indicated that when she and Ms. Menard met with Attorney John Watts to discuss his services in order to process tax liens for collection by foreclosure. Ms. Menard commented that in the past, the Town has worked with Marshals to collect delinquent taxes, but working with an attorney will assist the Town in collecting those real estate taxes which will be falling off the rolls due to the statute of limitations. Those delinquent taxes date back approximately 15 years. Ms. Lord explained the process. She indicted there would be no cost to the Town for the services, because the cost is passed onto the tax payer. She commented that she recently sent out notices of the intent to place a lien on the property, and as of Thursday, she has received approximately \$27,000.

A brief discussion was held.

It was **MOVED** (Richards) and **SECONED** (Baker) and **PASSED** (U) that the Board of Selectmen accept the Tax Collector's proposal to procure the services of Attorney John Watts for services of collection delinquent real estate taxes as presented by the Tax Collect, Kim Lord.

It was **MOVED** (Baker) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen move Agenda Item No. XI. New Business d. Approval of Tax Refunds to be discussed before VIII. Board and Commission Resignations and Appointments.

### **d. Approval of Tax Refunds**

Ms. Menard discussed the Applications for Refunds requests from the Tax Collector dated March 14, 2012 wherein the Tax Collector is requesting under Connecticut General Statutes Section 12-129 a refund from the Town of East Windsor in the amount totaling \$3,437.94.

A brief discussion was held. Mr. Baker had a question regarding a sizable refund. Ms. Lord explained during certain times of the year, refinances or

sales of properties, payments for the taxes overlap from the attorneys and/or banks.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen approves the tax refunds in the amount of \$3,437.94 pursuant to the tax collector's request of March 14, 2012.

It was **MOVED** (Baker) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen return back to order of the Agenda to Agenda Item No. VIII. Board and Commission Resignations and Appointments.

### **VIII. Board and Commission Resignations and Appointments**

#### **a. Resignations: None**

#### **b. Re-Appointments: None**

#### **c. New Appointments:**

##### **1. Honorary Members of the Veterans Commission**

**Kenneth Crouch, Mark Simmons, Ernie Teixeira and Warren Wenz**

It was **MOVED** (Pippin) and **SECONDED** (Baker) and **PASSED** (U) that the Board of Selectmen approves the appointments of Kenneth Crouch, Mark Simmons, Ernie Teixeira and Warren Wenz as Honorary Members of the Veterans Commission for a life term.

##### **2. Veterans Commission**

**Myron K. Craig, Sr., (U) four-year term to expire 02/01/2015**

It was **MOVED** (Baker) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen approves the appointment of Mr. Myron K. Craig, Sr., (U), to the Veterans Commission, to serve a four-year term expiring February 1, 2015.

#### **d. Board and Commission Current Vacancy List**

The list was given to all the Board Members for their review. A brief discussion was held regarding the list and how the list is maintained. Mr. Pippin inquired about North Central Health District and if the member was appointed by the Board of Selectmen. Ms. Menard indicated research was being done.

**IX. Unfinished Business**

**a. Set Salaries for Part Time and Unaffiliated Employees**

Not discussed at this meeting, but remains on the agenda pending receipt of additional information.

**X. Budget Matters**

**a. Budget Transfers**

Ms. Menard gave to each Board Member a spread sheet entitled "Town of East Windsor 2011-2012 Budget Transfer". She indicated this is a spreadsheet of all of the transfers which are being requested at this meeting. She indicated the monies taken from the CNR in various lines is due to the fact that the projects have been completed and the balance is being transferred to other projects which have recently been requested. All of the transfers are related to the CIP projects. For example, she indicated since the money is available, why wait to get the locker room project at the police station until July 1, it can begin now another project she mentioned were the doors at the Broad Brook Elementary School. She asked if anyone had any questions and indicated if the transfers were approved, they would be discussed at the Board of Finance Regular Meeting tomorrow evening.

It was **MOVED** (Pippin) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen recommends to the Board of Finance the transfers as listed on Exhibit A attached hereto, and presented on March 15, 2012 and recommend to a town meeting if necessary.

**b. Discussion 2012-2013 Budgets**

Ms. Menard indicated they Board that they have all received their revised Budget Proposals. She noted that a column was added to reflect the MBR appropriation. She noted that the auditors were concerned about showing this figure relating to the mill rate.

She asked if anyone had any questions and no one responded.

**XI. New Business**

**b. Award of Professional Services regarding the 2012 Small Cities Community Development Program Bid**

Ms. Menard indicated that the Town received two proposals from Lisa Low and Associates of Oxford, Connecticut and Larry Wagner and Associates of

Waterbury, Connecticut. The fee proposals are based upon what would be charged for the administrative fee. Ms. Nelson mentioned that Mr. Wagner has been processing grants for a long time, he was very successful and the lowest bidder.

It was **MOVED** (Nelson) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Selectmen award the Professional Services for the Town's Proposed 2012 Small Cities Community Development Program to L. Wagner and Associates in the amount of \$3,000.

**c. Award of Demolition of Single Family Structure located at 47 North Water Street, East Windsor Bid**

Ms. Menard indicated to all Board Members the information regarding the demolition of 47 North Water Street was in their packets for review. She indicated she send an email to Mr. Rand Stanley, Building Official, inquiring what documents were needed in regards to awarding this bid. Mr. Stanley indicated he would be very hesitant to award the bids at the present time. He indicated that this property has asbestos issues and when the specs for the bid were drafted, the asbestos issues were not addressed. He is recommending rejecting all bids and rewriting the specs for the bid to include the removal and disposal of the asbestos materials.

A brief discussion was held.

It was **MOVED** (Richards) and **SECONDED** (Nelson) and **PASSED** (U) that the Board of Selectmen rejects all bids submitted for the 47 North Main Street demolition project and requests that the specs for bids be more specific with help from the Town Engineer.

**XII. Executive Session (pursuant to Connecticut General Statutes Section 1-200(6) Personnel**

Executive Session was not held.

**XIII. Adjournment**

It was **MOVED** (Nelson) and **SECONDED** (Richards) and **PASSED** (U) that the Board of Selectmen adjourns the March 20, 2012 Regular Meeting at 8:08 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary



**EXHIBIT A**

**Board of Selectmen/  
Accounts**

Transfer	Account Dept/line	Department	Amount	Reason	Town Meeting
<b>OTHER</b>					
To	08/1025/0658	CNR-Unassigned	\$24,725.00	Project completed -	x
From	08/1025/0135	CNR-BBFD/SC energy conservation		balance transferred	
To	08/1025/0658	CNR-Unassigned	\$16,163.34	Project completed-	x
From	08/1025/0482	CNR-PW Annex renovations		balance transferred	
To	08/1025/0658	CNR- Unassigned	\$17,187.32	Project Completed-	x
From	08/1025/0653	CNR- Town Public Safety Plan		balance transferred	
To	08/1025/0658	CNR- Unassigned	\$16,105.56	Project Completed-	x
From	08/1025/0666	CNR- Treasurer GASB		balance transferred	
To	08/1025/0657	CNR-Town GIS	\$15,000.00	To fund new project	x
From	08/1025/0658	CNR- Unassigned			
To	08/1025/0139	CNR- FD Replace Vehicle	\$10,000.00	To fund new project	x
From	08/1025/0658	CNR- Unassigned			
To	08/1015/0469	CNR- Police Dept. Renovations	\$35,000.00	To fund new project	x
From	08/1025/0658	CNR- Unassigned			
To	08/1025/0658	CNR- Unassigned	\$16,800.00	Projected completed-	X
From	08/1025/0124	CNR-BOE Educational Special Study		to fund new project	
To	08/1025/0133	CNR-BOE BB/MS exterior doors	\$30,000.00	To fund new project	x
From	08/1025/0658	Remove/ Install CNR- Unassigned			